



AMCTO
THE MUNICIPAL EXPERTS

2025-2027
Municipal Elections Calendar

Version 3.2025 - Last Updated December 3, 2025

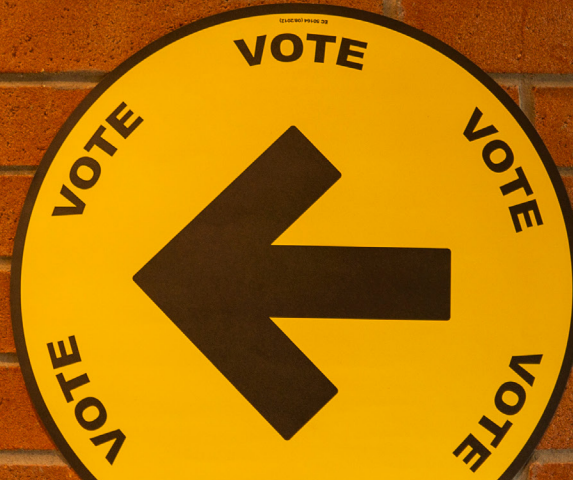


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AMCTO 2026 Municipal Elections Training

Register Today!

Online Training Portal Launches on Thursday, September 25, 2025

Municipal Elections Training has been a staple program of AMCTO for decades. As a trusted resource, AMCTO has worked to expand and grow our program each municipal election cycle. For the 2026 edition of the program, municipal consultant Rick O'Connor will serve as the training facilitator, overseeing and leading our 15-person Municipal Elections Training Working Group. This training is exclusively for municipal staff and government agencies. The purpose of this training is to help support our members, clerks, and other election administrators to facilitate the planning and implementation of the 2026 municipal elections. This training is not for external companies, election vendors, candidates, third party advertisers, or officials.

Part 1: Online Virtual Training Platform 2025

Price (single key): \$440 +HST

- Updated 2026 Municipal Elections Training
- Seven (7) training modules with testing and knowledge completion recognition (8+ hours)
- Four (4) live virtual Q&A sessions with experienced election administrators
- 12 additional training video vignettes
- Regular program communications with key reminders and elections preparation content
- Access to internal chat forums
- Expansive resource library featuring tips, best practices, and lessons learned

Part 2: In-Person Training Cohort 2026

Price (single person): \$400 +HST

Based on feedback from our 2022 Training, we are excited to offer an all-new in-person training component for an additional, nominal fee. This training will be available to anyone who is registered for the Online Virtual Training Platform and who has successfully completed the introductory training modules. These training dates will be held in coordination with AMCTO Zones in the spring for participants and members to network and learn from others directly in their regions.

Multi-Key Virtual Registration

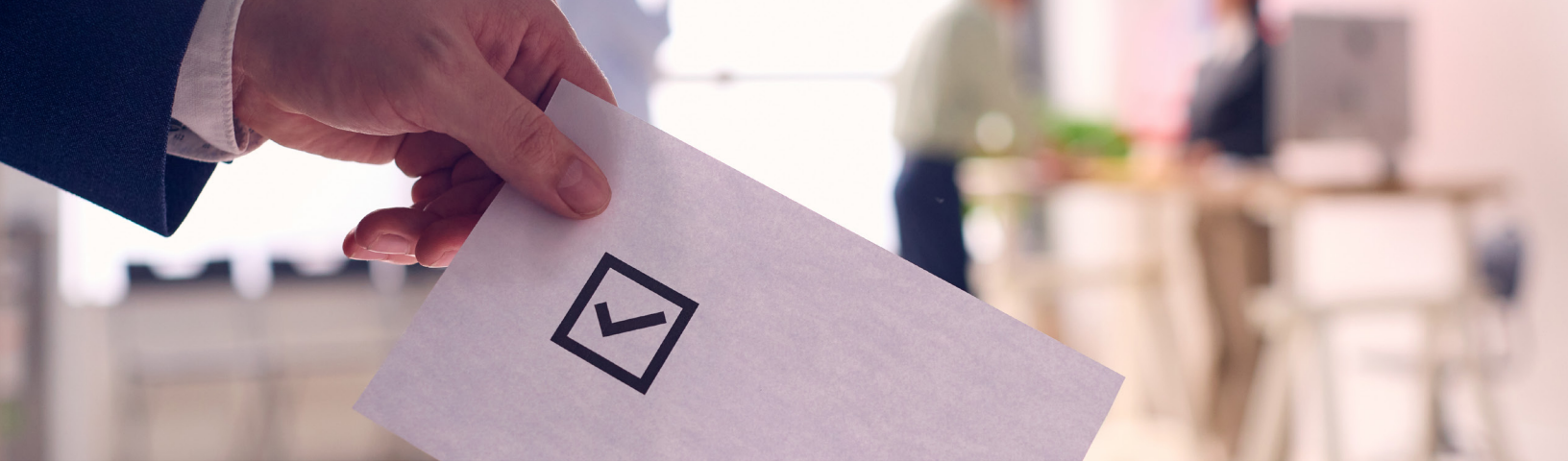
AMCTO will be offering multi-key discounts for municipalities that purchase more than one access key for the online training only. This helps reduce the cost and train more people.

3 Key Access
\$1,161 +HST

5 Key Access
\$1,850 +HST

6+ Key Access
Please contact [Manjit Badh](#) for a custom quote





Determining Dates

The *Municipal Elections Act, 1996* (MEA) provides the following regarding dates:

Saturdays and holidays

s.10(1) A time limited by this Act that would otherwise expire on a Saturday or holiday shall be deemed to expire on the next day that is neither a Saturday nor a holiday.

Notes:

- Dates throughout this document that have been moved to the following day in accordance with s.10(1) of the MEA have been identified by an asterisk (*).
- There are no such clauses for dates from the *Municipal Act, 2001* and the *Education Act*; however, reference may also have been made to the *Legislation Act, 2006*.

Reading the Calendar

The following pages outline key dates of the municipal election cycle as well as dates for AMCTO professional development programming that relate to municipal elections.

Red Calendar Items



Denote dates of AMCTO professional development programs related to municipal elections training

Blue Calendar Items

Denote key dates within the municipal election cycle, including a reference to the respective section of relevant legislation



Municipal Elections Calendar at a Glance

The dates highlighted below correspond to specific items and dates of relevance to municipal elections.

- Key Legislative Dates
- AMCTO Professional Development Dates (elections-focused)

**Click on a highlighted date to go directly to that page in the calendar!*

2025

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*Click on a highlighted date to go directly to that page in the calendar!



2025

March 27
Thursday



Registration opens for the 2026 AMCTO Municipal Elections Virtual Training Portal. See page 3 for details about what is included with the training.

June 8
Sunday
to
June 11
Wednesday



AMCTO 2025 Conference in Windsor, Ontario. The conference includes elections-focused professional development and networking opportunities for municipal professionals. The conference is useful for all municipal professionals with 24 workshops across four learning streams: building leaders, building teams, building procedures, and building commerce.

Fall

Municipalities to review the following by-laws and report to council with their recommendations if necessary:

- Language of notices and forms. s.9
- Policy regarding circumstances in which a municipality requires a recount. s.56(3)
- Contribution rebate programs. s.88.11
- Sign or Election Signs by-law updates.

The clerk to decide on:

- Implementing electronic filing of candidate nominations. s.33(6)
- Implementing electronic filing of third party advertiser registrations. s.88.6(1.1)(b)
- Implementing electronic filing of financial statements. s.88.25(11), s.88.29(9)
- Hours of voting at institutions. s.46(3)
- Any voting places opening before 10:00 a.m. s.46(2)

Municipalities to commence preparations for the conduct of an efficient election, e.g. traditional paper ballot, use of voting technology, secure accessible voting places, estimate sufficient number of single or composite ballots, order and/or prepare all counting and reporting documents, plan for training election day staff, establish procedures, compliance audit committee, issue professional activity (PA) day requests to school boards, issue request for proposals for tabulators and other equipment if necessary, etc.

September 25
Thursday



2026 Municipal Elections Training Virtual Platform opens to registered participants. Registration will remain open beyond this date. Guests will be able to begin watching training videos, reviewing the guide, and working towards their certificate of completion.



October



2026 AMCTO Municipal Elections Training In-Person Zone Session registration opens. These sessions will take place in spring 2026 (see page 3 for more details). Sign up in advance as space is limited!

Registered participants in the Municipal Elections Training Program will begin receiving regular program communications.

October 6
Monday

Ensure your team has access to Elections Ontario's Election Portal.

Your Preliminary List of Electors will be delivered through Elections Ontario's Election Portal. It also grants access to elector data and geographic information for voting subdivision boundaries, ballot planning and other election planning purposes.

Reach out to your Municipal Stakeholder Relations representative at Elections Ontario to ensure you and your team have access to this important tool.

October 23
Thursday



2025 AMCTO Municipal Clerks Forum (virtual) – the Clerks Forum will include several sessions related to municipal elections training.

Fall



AMCTO to host four (4) live virtual Q&A sessions for registered participants in the Municipal Elections Training Program. Guests will be able to submit questions prior to these sessions or ask them online on the day of the session.

December 31
Wednesday

Last day to pass a by-law to establish, redivide or dissolve wards for the 2026 municipal election. s.222

Changes made to ward boundaries can be updated via Elections Ontario's Election Portal.



2026

February 20*
Friday

Last day of the 10-day period before March 1 to provide notice to the public and the Minister of the intent to pass a by-law to submit a question to electors. s.8.1(3)

- **Note:** At least one public meeting must be held before passing a by-law to submit a question to the electors. s.8.1(3)

March 2*
Monday

Last day to pass by-law in the year of a regular election to submit a question to electors under section 8(1)(b) or (c). s.8.1(1)

- Within 15 days after passing the by-law, the clerk shall give notice to the public and the Minister of the passing of a by-law to submit a question to the electors. s.8.1(4)
- Within 20 days after the clerk gives notice of the passing of the by-law, the Minister or any other person or entity may file a notice of appeal to the Chief Electoral Officer. s.8.1(6)
- Within 15 days after the last day for filing a notice of appeal, the clerk shall forward any notices of appeal received to the Chief Electoral Officer. s.8.1(7)
- Within 60 days of receiving any notices of appeal, the Chief Electoral Officer shall hold a hearing regarding the appeal of the by-law. s.8.1(9)

March 17
Tuesday

Last possible day of the 15-day period after passing the by-law for the clerk to give notice to the public and the Minister of the passing of a by-law to submit a question to the electors. s.8.1(4)

March 26
Thursday



Zone 2 in-person Municipal Elections Training Session
Location: Guelph

March 31
Tuesday



Zone 3 in-person Municipal Elections Training Session
Location: Burlington



March 31
Tuesday

No by-election to be held after this date to fill an office that becomes vacant. s.65(2)
Last day in the year of a regular election for the clerk to divide the municipality into voting subdivisions and advise the Chief Electoral Officer of the voting subdivision boundaries. s.18(1),(2)
Voting subdivision boundaries can be updated via Elections Ontario's Election Portal. Reach out to your Municipal Stakeholder Relations representative at Elections Ontario for access to this important tool.

April 1
Wednesday



Zone 4 in-person Municipal Elections Training Session
Location: Markham

April 7*
Tuesday

Last day in the regular election year for school boards to provide report on determination and distribution of school board trustees. *Education Act, 1990 O.Reg 412/00 s.9*
Last possible day of a 20-day period for the Minister or any other person or entity to file a notice of appeal to the Chief Electoral Officer after the clerk gives notice of the passage re: question on the ballot by-law. s.8.1(6)

April 9
Thursday



Zone 5 in-person Municipal Elections Training Session
Location: Peterborough

April 14
Tuesday



2026 AMCTO Municipal Clerks Forum (virtual) – the Clerks Forum will include a half day of elections-specific content.

April 16
Thursday



Zone 6 in-person Municipal Elections Training Session
Location: Kingston

April 22
Wednesday

Last possible day of a 15-day period for the clerk to forward any notices of appeal received to the Chief Electoral Officer during the 20-day period re: question on the ballot by-law. s.8.1(7)

April 30
Thursday

Last day in a regular election year for municipalities and local boards to establish rules and procedures regarding the use of municipal and board resources during the campaign period. s.88.18



May 1
Friday

Last day in a regular election year for a Minister, upper tier municipality, or local board to submit a by-law or question to electors. s.8(5.1)

First possible day of the candidate nomination period that ends on Nomination Day, August 21, 2026. s.33(4)

- Upon filing, provide candidates with:
 - A certificate of the applicable interim maximum amount of expenses. s.33.0.1(1)
 - A certificate of the applicable interim maximum amount of contributions to a candidate's own election campaign. s.33.0.2(1)
 - A certificate of the applicable interim maximum amount for parties, etc. after voting day. s.88.20(9)
 - **Note:** Timeline is not legislated but can be provided as a helpful reminder.
 - A notice of the penalties related to campaign finances and the refund of the nomination filing fee. s.33.1
 - A copy of the procedures and forms established for any voting and vote counting equipment, or alternative voting method. This should be completed no later than April 30 to be prepared for Nomination Day. s.42(3)

First possible day of the third party advertiser registration period that ends on October 23, 2026. s.88.6(7)

- Upon filing, provide registered third party advertisers with:
 - A certificate of the applicable interim maximum amount of expenses. s.88.21(15)
 - A certificate of the applicable maximum amount for third parties, etc. after voting day. s.88.21(15)

Last day in a regular election year to pass a by-law authorizing use of voting and vote counting equipment and/or authorizing electors to use an alternative voting method. s.42(2)

Last day in a regular election year to pass a by-law or resolution (local board) with respect to circumstances in which the clerk shall hold a recount. s.56(5)

May 4
Monday



Zone 9 in-person Municipal Elections Training Session
Location: Thunder Bay

May 6
Wednesday



Zone 7 in-person Municipal Elections Training Session
Location: Sudbury

May 13
Wednesday



Zone 1 in-person Municipal Elections Training Session
Location: London



May 21
Thursday



Zone 8 in-person Municipal Elections Training Session
Location: Kapuskasing

June 1
Monday

Last day in a regular election year to establish procedures and forms for use of voting and vote counting equipment authorized by by-law. s.42(4)1(i)
Final day for voters to update school support information with the Municipal Property Assessment Corporation (MPAC)

June 7
Sunday
to

June 10
Wednesday



AMCTO 2026 Conference in Hunstville, Ontario. The conference includes municipal elections professional development and networking opportunities for municipal professionals.

June 22*
Monday

Last day of the 60-day period for receiving any notices of appeal that the Chief Electoral Officer shall hold a hearing regarding the appeal of the by-law re: question on the ballot by-law. s.8.1(9)

August

Elections Ontario to deliver the Preliminary List of Electors to all municipalities. Your Preliminary List of Electors will be delivered via Elections Ontario's Election Portal.

August 21
Friday

Nomination Day, the third Friday in August in a regular election year. s.31

Candidate nominations may be filed between 9 a.m. and 2 p.m. s.33(4)(b)

If a person is present at the clerk's office on Nomination Day at 2 p.m. and has not yet filed a nomination, they may file the nomination as soon as possible after 2 p.m. s.33(4.1)

By 2 p.m., last day for a candidate to withdraw their nomination by filing a written notice with the clerk. s.36

Last day to revoke by-law to submit a question to electors. s.8.1(1)



August 24 Monday

By 4 p.m. on the Monday following Nomination Day the clerk is to examine candidate nominations and if satisfied, certify the nomination. s.35(1),(2)

By 4 p.m. on the Monday following Nomination Day the clerk is to declare candidate(s) elected by acclamation. s.37(1)

- **Note:** Nominations for the office shall be filed with the clerk of the upper-tier municipality who shall send the names of the candidates within 48 hours after the closing of nominations to the clerk of each lower-tier municipality in which the election is to be held. s.11.1(4)

First possible day for an elector to appoint a voting proxy (unless additional nominations are required). s.44(4)

- Proxy applications may be filed during regular business hours at the clerk's office or other designated location on or before Voting Day; however, on advance vote days, the MEA requires that the clerk's office and/or other designated location be open between noon and 5 p.m. for the purpose of considering and certifying proxy applications. s.44(6)
- **Note:** Several municipalities hold off on considering and certifying proxy applications until September 1, when the Voters List becomes public.

August 26 Wednesday

Additional candidate nominations may be filed between 9 a.m. and 2 p.m. if the number of nominations filed for an office is less than the number of persons to be elected to the office. s.33(5)

A candidate who submits a nomination on this date and later wishes to withdraw their additional nomination must notify the clerk in writing before 2 p.m. s.36

August 27 Thursday

By 4 p.m. the clerk is to examine any additional candidate nominations filed on August 26, and, if satisfied, certify the nomination. s.35(1)2

By 4 p.m., the clerk is to declare any candidate(s) elected by acclamation. s.37(2)

- **Note:** Nominations for the office shall be filed with the clerk of the upper-tier municipality who shall send the names of the candidates within 48 hours after the closing of nominations to the clerk of each lower-tier municipality in which the election is to be held. s.11.1(4)



September 1
Tuesday

The clerk may obtain the preliminary list at one or more times before September 1. s.19(3.1)

Last day for the clerk to have the Voters List reproduced and determine where and at what time applications for revisions to the Voters List may be made. s.23(2)

- On written request provide copies of the Voters List to those parties listed under s.23(3).
- On written request provide candidates with a copy of the part of the Voters List that contains the names of the electors who are entitled to vote for that office. s.23(4)

The revision period begins and continues until the close of voting on October 26. s.24, 25

- A person may submit an application to have their name added to or removed from the Voters List or have their information on the Voters List amended. s.24(1)
- A person may submit an application requesting that a deceased person's name be removed from the Voters List. s.25(3)

Determine if voting places are to be provided at institutions and retirement homes on voting day based on the number of beds occupied as of September 1. s.45(7)

- Voting places to be established at institutions with 20 or more beds occupied and retirement homes with 50 or more beds occupied. s.45(7)

September 20
Sunday
to
September 30
Wednesday
or
October 1*
Thursday

The clerk is to prepare and distribute an interim list of the changes to the Voters List that were approved on or before September 20. s.27(1)(a)

The clerk is to give a copy of the interim list to each person who received a copy of the Voters List under s.23. s.27(1)(b)

- **Note:** the National Day of Truth and Reconciliation falls on September 30. If it is recognized as a statutory holiday by your municipality, this date can be moved to October 1.

September 25
Friday

Last day of the 31-day period before Voting Day to revoke a by-law to submit a question to the electors if the election does not include an election for an office. s.8.1(1)

September 26
Saturday

First possible day to hold an advance vote in the 30-day period before Voting Day. s.43(3)



September 30
Wednesday

or

October 1*
Thursday

Last day to provide a copy of the interim list to each person who previously received a copy of the Voters List. s.27(1)

Last day in a regular election year to provide final certificates of applicable maximum amounts for each office. s.88.9.1(4), s.88.20(13), s.88.21(14)

- Provide candidates with:
 - A certificate of the applicable maximum amount of expenses. s.88.20(6)
 - A certificate of the applicable maximum amount of contributions to a candidate's own election campaign. s.88.9.1(4)
 - A certificate of the applicable maximum amount for parties, etc. after Voting Day. s.88.20(9)
- Provide registered third party advertisers with:
 - A certificate of the applicable maximum amount of expenses. s.88.21(14)
 - A certificate of the applicable maximum amount for parties, etc. after Voting Day. s.88.21(14)
- **Note:** the National Day of Truth and Reconciliation falls on September 30. If it is recognized as a statutory holiday by your municipality, this date can be moved to October 1.

October 1
Thursday

Last day in a regular election year for councils and school boards to establish a compliance audit committee (CAC) for the 2026-2030 term of office. s.88.37(1)

- **Note:** It is recommended the clerk remind the secretary of the school board(s) that run elections of the requirement to establish a compliance audit committee and administrative procedures. Municipalities, particularly smaller ones, may consider joint CACs.

October 13*
Tuesday

Last day of the 14-day period before Voting Day to request a voting place free of charge in a building specified under s.45(6). s.45(4)

October 23
Friday

Last day for third party advertisers to file a notice of registration on the Friday before Voting Day during the clerk's office hours. s.88.6(7)

Last day for a third party advertiser that wishes to withdraw their registration to notify the clerk in writing during the clerk's office hours. s.88.6(15)



October 25
Sunday

Last day to provide candidates with a notice of penalties related to campaign finances and refund of nomination filing fee. s.33.1

- **Note:** It is recommended to provide these notices of refund to candidates when they file their nomination.

Last day to make an Accessibility Plan regarding the identification, removal, and prevention of barriers that affect electors and candidates with disabilities available to the public. s.12.1(2)

- **Note:** It is beneficial to post the plan prior to this date, especially ahead of advance voting dates.

October 26
Monday

Voting Day, the fourth Monday in October. s.5

Voting places are open from 10 a.m. until 8 p.m. unless an earlier voting or reduced voting hours have been established by the clerk. s.46(2),(3), s.46(1)

Last day at the end of voting for applications to be submitted to have a name added to or removed from the Voters List or to have information on the Voters List amended. s.44(6), s.24(1)

October 27
Tuesday

The clerk shall, as soon as possible after Voting Day, declare the results and provide information to the public on a website or in another electronic format on the number of votes, declined and rejected ballots, and the number of votes for the affirmative or negative on a by-law or question. s.55(4),(4.1)

- Within 15 days after declaration of the results, the clerk shall hold a recount in the event of a tie or in accordance with any recount policy passed by the municipality or school board. s.56(2)
- Within 30 days after declaration of results, the council of a municipality or local board may pass a motion requiring a recount. The clerk shall conduct the recount within 15 days of the motion passing. s.57(1),(2)
- Within 30 days after declaration of results the Minister may make an order requiring a recount within 15 days of the order being made. s.57(1),(2)
- Within 30 days after declaration of the results a person who is entitled to vote in an election and has reasonable grounds for believing the election results to be in doubt, may apply to the Superior Court of Justice for an order that the clerk hold a recount. The clerk shall conduct the recount within 15 days after receiving the order. s.58(2),(3),(4)

First day of the 90-day period after Voting Day for an elector to make an application to the Superior Court of Justice regarding a controverted election. s.83(2)



November 9
Monday

The first day of the period between 14 and 180 days after Voting Day that a council may consider a by-law or resolution to implement the results of a question on the ballot if the results of a question authorized by a by-law under section 8(1)(b) are binding on the municipality. s.8.3(2)

- **Note:** May wish to consider a date after November 15 as consideration for perception of “lame duck” council (refer to s. 275 of the *Municipal Act, 2001*) or of previous council sitting close to a new term.

November 14
Saturday

The 2022-2026 term of office ends. s.6(1)

November 15
Sunday

2026-2030 term of office commences. s.6(1)

New council deemed organized when the declarations of office have been made by a sufficient number of members to form a quorum. *Municipal Act 2001, s.231*

The holders of offices continue to hold office until their successors are elected and a newly elected council is organized. s.6(3)

- **Note:** Consider implementing a best practice to have declarations signed so that in the event of an emergency on November 15 they can act.
- **Note:** The first meeting of new council must be held between November 15 and December 16.

November 25
Wednesday

Last day of the 30-day period after Voting Day to provide the Chief Electoral Officer with final list of changes to the Voters List. s.27(2)

Your final list of changes to the Voters List can be uploaded via Elections Ontario's Election Portal.

December 16
Wednesday

First meeting of new council shall be held at the time set out in the municipality's procedure by-law but in any case, not later than 31 days after its term commences. *Municipal Act 2001, s.230*

- **Note:** Special provisions apply to upper-tier municipalities. *Municipal Act, 2001, s.234, s.235*

December 31
Thursday

Deadline for persons provided with a copy of the Voters List under section 23(3)(a) to (c) shall destroy list. s.23(8)3

Election campaign period ends. s.88.24(1)2, s.88.28

Last day for candidates and registered third party advertisers to provide written notice of a deficit and the continuation of their campaign period. s.88.24(2), s.88.28



2027

January 25*
Monday

Last day of the 90-day period after Voting Day to make the Accessibility Report about the identification, removal, and prevention of barriers that affect electors and candidates with disabilities available to the public. s.12.1(3)

Last day of the 90-day period after Voting Day for an elector to make an application to the Superior Court of Justice regarding a controverted election. s.83(2)

- Applicant shall serve a copy of the application on the clerk within 5 days after the day the application was made under this section. s.83(3.1)
- A person whose election is questioned in an application under section 83(1)(b) may, within 7 days after being served with the application, disclaim all right to the office. s.84(3)

Last day for an elected candidate to disclaim all right to the office (if no application questioning their election is made under section 83(1)(b)). s.84(1)

February 24
Wednesday

First possible day for the destruction of election records following the 120 day period if results are declared on October 27 and are unchallenged. s.88(1)

- **Note:** Certain records (such as those related to financial statements) must be retained. s.88(4). Also consult your municipality's record retention policy.

March 1
Monday

Last day of the 30-day period before the initial filing date to provide candidates and registered third party advertisers with notice of filing requirements for initial financial statements and auditors reports. s.88.25(9), s. 88.29(7)

- Notice to candidates should also refer to their entitlement to receive a refund of the nomination filing fee if they meet the requirements of section 24 and the penalties set out in s.88.23(2) and 92(1). s.88.25(9)
- Notice to registered third party advertisers should refer to penalties set out in s.88.27(1) and 92(4). s.88.27(1), s.92(4)

March 25
Thursday

Last day before the initial filing date for candidates and registered third party advertisers to apply to the Superior Court of Justice to extend time for filing initial financial statements and auditors reports. s.88.23(6), 88.27(3)

- The Superior Court may grant an extension of no more than 90 days. s.88.23(6), 88.27(s)



March 30*
Tuesday

By 2 p.m., last day for candidates and registered third party advertisers to file initial financial statements and auditors reports on the last Friday in March in the year following the election. s.88.30(1)

- Make documents filed under s.88.25, 88.29 (financial statements and auditors reports) and 88.32 (subsequent expenses) available to the public on a website or in another electronic format as soon as possible after the documents are filed. s.88(9.1)
- If an error is identified in a filed financial statement, the candidate may withdraw the statement and at the same time file a corrected financial statement and auditor's report on or before the 2 p.m. deadline. s.88.25(3), 88.29(2)

By 2 p.m., last day for candidates and registered third party advertisers to notify the clerk in writing that an application has been made to Superior Court of Justice to extend the time for filing their initial financial statement and auditor's report. s.88.23(7), s.88.27(4)

- **Note:** Candidates who file financial statements and auditors reports in accordance with s.88.25(1) by 2 p.m. deadline are entitled to receive a refund of nomination filing fee. s.34

April 29
Thursday

Last day of the period between 14 and 180 days after Voting Day on which a council may consider a by-law or resolution to implement the results of a question on the ballot. s.8.3(2)

By 2 p.m., last day of the 30-day grace period for candidates and registered third party advertisers to file their initial financial statements and auditors reports provided they pay a \$500 late filing fee. s.88.23(9) s.88.27(6)

- Documents submitted after this deadline are to be accepted only for the purpose of making them available to the public. s.88.25(12), s.88.29(10)

Applicable notices of default should be issued by the clerk as soon as practicable after the filing deadline. s.88.23(3), s.88.27(2)

Report identifying each contributor who appears to have contravened any of the contribution limits to be made available as soon as possible after this date. s.88.34(2), (5), s.88.36(2)

- The clerk shall prepare a separate report in respect of each contributor who appears to have contravened any of the contribution limits and forward those reports to the compliance audit committee (CAC). s.88.34(2),(3),(4),(5),(6),(7), s.88.36(3),(4)
- Within 30 days after receiving a report the committee must consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention. s.88.34(2),(3),(4),(5),(6),(7), s.88.36(5)

April 30
Friday

As soon as possible after this date, the clerk shall make a report setting out all candidates and registered third party advertisers in an election indicating whether each has complied with s.88.25 and s.88.29 and make the report available to the public on a website or in another electronic format. s.88.23(5), s.88.29(11)



June 28
Monday

Last day of the 90-day period after the initial filing date for an elector to apply for a compliance audit of a candidate or registered third party advertiser's initial financial statement. s.88.33(3), s.88.35(3)

Note: If a candidate or registered third party advertiser filed their initial financial statement during the 30-day grace period in accordance with s.88.23(9) and s.88.27(6), the 90-day application period begins after that date.

- Within 10 days of receiving the application the clerk must forward the application to the CAC. s.88.33(4)
- Within 30 days after the CAC has received the application, the CAC shall consider the application and decide whether it should be granted or rejected. s.88.33(7)
- The CAC's decision may be appealed to the Superior Court of Justice within 15 days after the decision is made. s.88.33(9)
- Within 10 days after receiving the report from the committee-appointed auditor, the clerk must forward the audit report to the CAC. s.88.33(14)
- The CAC must consider the report within 30 days after receiving it and, if the report concludes that the candidate appears to have contravened a section of the *Municipal Elections Act (1996)* relating to election campaign finances, the CAC shall decide whether to commence a legal proceeding against the candidate for the apparent contravention. s.88.33(17)

June 30
Wednesday

Last day of the extended campaign period for candidates and registered third party advertisers that extended their campaign due to a deficit, or that recommenced their campaign due to a recount, controverted election, or compliance audit. s.88.24(1)(4) (i), s.88.24(1)(5)(iv)

- **Note:** The last day of the extended campaign period may be earlier if the deficit is eliminated in accordance with s.88.24(4).

August 25
Wednesday

Last day of the 30-day period before the supplementary filing date to provide candidates and registered third party advertisers with notice of the filing requirements for supplementary financial statements and auditors reports. s.88.25(10), s.88.29(8)

- Notice to candidates should also refer to penalties set out in s.88.23(2) and 92(1), s.88.25(10).
- Notice to registered third party advertisers should refer to penalties set out in s.88.27(1) and 92(4), s.88.29(8).

September 23
Thursday

Last day before the supplementary filing date for candidates and registered third party advertisers to apply to the Superior Court of Justice to extend the time for filing supplementary financial statements and auditors reports. s.88.23(6), s.88.27(3)

- The Superior Court of Justice may grant an extension of no more than 90 days. s.88.23(6), s.88.27(3)



September 24
Friday

By 2 p.m., last day for candidates and registered third party advertisers to file supplementary financial statements and auditors reports on the last Friday in September in the year following the election. s.88.30(1)

- Make documents filed under s.88.25, 88.29 (financial statements and auditors reports) and s.88.32 (subsequent expenses) available to the public on a website or in another electronic format as soon as possible after the documents are filed. s.88(9.1)
- If an error is identified in a filed financial statement the candidate may withdraw the statement and, at the same time, file a corrected financial statement and auditors report on or before the 2 p.m. deadline. s.88(9.2) s.88.25(3), s.88.29(2)

By 2 p.m., last day for candidates and registered third party advertisers to notify the clerk, in writing, that an application has been made to the Superior Court of Justice to extend the time for filing their supplementary financial statement and auditors report. s.88.23(7), 88.27(4)

October 25
Monday

By 2 p.m., last day of the 30-day grace period for candidates and registered third party advertisers to file a supplementary financial statement and auditor's report provided they pay the \$500 late filing fee. s.88.23(9)

- Documents submitted after this deadline are to be accepted only for the purpose of making them available to the public. s.88.25(12), s.88.29(10)

If applicable, notices of default should be issued by the clerk as soon as practicable after this filing deadline. s.88.23(3), s.88.27(2)

Report identifying each contributor who appears to have contravened any of the contribution limits to be made available as soon as possible after this date. s.88.34(2),(5), s.88.36(2)

- Clerk shall prepare a separate report in respect of each contributor who appears to have contravened any of the contribution limits and forward those reports to the compliance audit committee. s.88.34(2),(3),(4),(5),(6),(7), s.88.36(2)(3),(4)
- Within 30 days after receiving a report, the CAC must consider it and decide whether to commence a legal proceeding against a contributor for an apparent contravention. s.88.34(8), s.88.36(5)



December 23
Thursday

Last day of the 90-day period after the supplementary filing date for an elector to apply for a compliance audit of a candidate or registered third party advertiser's supplementary financial statement. s.88.33(3), s.88.35(3)

Note: If a candidate or registered third party advertiser filed their initial financial statement during the 30-day grace period in accordance with s.88.23(9) and s.88.27(6), the 90-day application period begins after that date.

- Within 10 days of receiving the application, the clerk must forward it to the compliance audit committee. s.88.33(4)
- Within 30 days after the CAC has received the application, the CAC must consider the application and decide whether it should be granted or rejected. s.88.33(7)
- The CAC's decision may be appealed to the Superior Court of Justice within 15 days after the decision is made. s.88.33(9)
- Within 10 days after receiving the report from the committee-appointed auditor the clerk must forward the audit report to the CAC. s.88.33(14)
- The committee must consider the report within 30 days after receiving it and, if the report concludes that the candidate appears to have contravened a provision of the *Municipal Elections Act (1996)* relating to election campaign finances, the CAC shall decide whether to commence a legal proceeding against the candidate for the apparent contravention. s.88.33(14)



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Danielle Manton, Clerk, City of Cambridge

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2026 Municipal Elections Training Working Group

AMCTO formed the Municipal Elections Training Working Group to develop the training and resources available to support municipal election administrators for the upcoming municipal election cycle. Through collaboration, the group provided invaluable insights, shared best practices, and leveraged their collective expertise to structure the program and develop resources. Their contributions have been instrumental in ensuring AMCTO continues to deliver practical and relevant tools to municipal professionals involved in local election administration.

We extend our heartfelt thanks to the members of the Municipal Elections Training Working Group for their dedication, expertise, and contributions:

Krista Bressette
City of Ottawa

Melanie Chartrand
City of Ottawa

Sarah Corman
City of London

Andrea Coyne
Town of Oakville

Shrishma Dave
Municipality of Port Hope

Amanda Fusco
City of Kitchener

Becky Jamieson
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